

MEDICAL DIRECTOR, SHERIFF'S DETENTIONS

DEFINITION:

Under administrative direction, directs all clinical functions of the Sheriff's Detentions Medical Services, in accordance with policies established by the County Board of Supervisors, and regulations issued by applicable governmental agencies; and to perform related work.

DISTINGUISHING CHARACTERISTICS:

Incumbents in this classification are licensed physicians reporting directly to the Medical Services Administrator. This classification is responsible for all clinical/medical decisions within the Sheriff's Detention's Medical Services, and all policy and operations concerning patient care, welfare, and treatment.

EXAMPLES OF DUTIES:

Directs and coordinates through subordinates all clinical and related activities, including direction of the provision of all medical services; supervises medical staff; plans, assigns, and evaluates the work of subordinates; monitors quality assurance and utilization review policies, procedures, and methodologies; assumes primary responsibility for clinical decisions regarding patient admissions, treatment, and discharge; evaluates existing services, identifies needs, and develops long-range program/service plans, including goal setting, program design and evaluation, and policy development; oversees the provision of staff training to develop professional skills of medical personnel; recruits qualified clinical staff; serves as liaison between professional staff and hospitals for exchange of information and services, and with state /national hospitals, medical associations, community and advocacy organizations, volunteer groups, law enforcement, and other professional organizations, to encourage higher professionals standards; and to represent and protect interests of the Sheriff's Detentions Medical Services.

MINIMUM QUALIFICATIONS:

Thorough Knowledge of:

- Physical and mental illness, and emotional disorders, emphasizing diagnostic and treatment methodologies, emergency and acute medical services as appropriate to a population detained in a correctional facility.
- Psychopharmacology.
- General medicine and its relationship to mental illness.
- Preventative medicine.
- Principles of effective organization, management, and utilization of medical and mental health services.
- Quality assurance and utilization review principles, policies and methodologies.
- Joint Commission on Accreditation of hospital standards and applicable federal rules and regulations for acute in-patient care programs/facilities.
- Principles and techniques of personnel management, particularly with regard to medical personnel, including effective supervision and training methodologies.
- The General Management System in principle and in practice

General Knowledge of:

- Community organizations, particularly with regard to medical and mental health services, program, and facilities.

Skills and Abilities to:

- Diagnose and treat wide range and severity of physical and mental disorders and provide consultations.
- Lead, direct, supervise, collaborate with, train, and motivate multidisciplinary staff, including medical, professional and support personnel.
- Develop and maintain positive image of detentions medical services, by providing leadership in definition and response to inmate health issues and community concerns regarding 24-hour, acute in -patient care.
- Communicate effectively in both oral and written form.

EDUCATION/EXPERIENCE:

Education, training or experience, which clearly demonstrate possession of the knowledge, skills and abilities, stated above. An example of qualifying education/experience is:

At least three (3) years of medical administrative work in a corrections setting or the emergency department of a hospital, clinic, or other facility, preferably public, providing general medical care and treatment. Qualifying education would include graduation from an accredited medical school.

SPECIAL NOTES, LICENSES OR REQUIREMENTS:**License:**

A valid license to practice medicine in the State of California is required.

A valid California Class C driver's license is required at time of appointment or the ability to arrange transportation for field travel. Employees in this class may be required to use their own personal vehicle.

Note:

Incumbents must be willing to become involved in local and national professional organizations.

Probationary Period:

Incumbents appointed to permanent positions in this class shall serve a probationary period of twelve (12) months (Civil Service Rule 4.2.5).

Conflict of Interest:

The incumbent of this position will be required to file a Conflict of Interest statement pursuant to Conflict of Interest Codes adopted by County agencies and departments and approved by the Board of Supervisors; such statement must be filed within thirty (30) days of hire.

Background Investigation:

Applicants must have a reputation for honesty and trustworthiness. Convictions, depending upon the type, number, and recency, may be disqualifying. Prior to appointment, candidates will be subject to a thorough background check and security clearance investigation by the Sheriff's Department.